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January 10, 2012



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BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#29 JANUARY 10, 2012

Sachi A. Hamai

SACHI A. HAMAI
EXECUTIVE OFFICER

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO EXECUTE TWO SOLE SOURCE AMENDMENTS FOR THE PROVISION OF
SUBSTANCE ABUSE TREATMENT SERVICES AT FOUR LOS ANGELES COUNTY
PROBATION DEPARTMENT CAMPS EFFECTIVE DATE OF BOARD
APPROVAL THROUGH JUNE 30, 2012
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Approval to execute sole source amendments to two substance abuse and alcohol service agreements with Phoenix Houses of Los Angeles, Inc. and Tarzana Treatment Centers, Inc. to provide substance abuse screening and counseling services at four Los Angeles County Probation Department camps.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and instruct the Director of the Department of Public Health (DPH), or his designee, to execute a sole source amendment to Agreement Number PH-001300 with Phoenix Houses of Los Angeles, Inc. (PHLA) to add a nonresidential adolescent intervention services component to provide substance abuse screening and counseling services at two Los Angeles County Probation Department (Probation) camps and increase the maximum obligation by \$400,000, effective date of Board approval through June 30, 2012; 100 percent offset by Intra-Fund Transfer (IFT) funds from Probation. In addition, delegate authority to the Director of DPH, or his authorized designee, to extend the agreement for an additional 6 months through December 31, 2012, at a maximum obligation of \$200,000; 100 percent offset by Intra-Fund Transfer (IFT) funds from Probation.

2. Authorize and instruct the Director of DPH, or his designee, to execute a sole source amendment to Agreement Number PH-001349 with Tarzana Treatment Centers, Inc. (TTC), to provide substance abuse screening and counseling services at two Probation camps and increase the maximum obligation by \$252,836, effective date of Board approval through June 30, 2012; 100 percent offset by IFT funds from Probation. In addition, delegate authority to the Director of DPH, or his authorized designee, to extend the agreement for an additional 6 months through December 31, 2012, at a maximum obligation of \$200,000; 100 percent offset by Intra-Fund Transfer (IFT) funds from Probation.
3. Delegate authority to the Director of DPH, or his designee, to execute amendments to the agreements that allow for an increase, or a decrease in funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable agreement term, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

In order to meet Department of Justice (DOJ) settlement agreement requirements, Probation is mandated to implement substance abuse services at Probation Camps Jarvis and McNair at Challenger Memorial Youth Center and at Camps Mendenhall and Munz. Under this settlement agreement, Probation was to demonstrate substantial compliance with these DOJ requirements by October 31, 2011.

Under the Comprehensive Memorandum of Understanding (MOU) between Probation and various County departments, Probation is using Net County Cost dollars to fund substance abuse services in four Probation juvenile camps along with referrals to outpatient services to juveniles upon discharge from these camps through agreements with PHLA and TTC. PHLA and TTC, as Juvenile Justice Crime Prevention Act Youth Substance Abuse Program (JJCPA) service providers, have been identified by Probation to provide in-custody substance abuse services because of their experience working with youths with criminal justice involvement. The MOU will identify PHLA as the provider of these services at Camps Mendenhall and Munz and TTC as the provider of these services at Camps Jarvis and McNair. These services will be provided for an active census of up to 75 youths at any given time for each of the four camps.

For Probation to meet the October 31, 2011 deadline, on November 17, 2011, DPH exercised authority delegated by your Board on June 15, 2010 to augment Agreement No. PH-001349 with TTC to include \$147,164 for the term of July 1, 2011 through June 30, 2012. DPH augmented TTC's Agreement in advance of this Board action since the services requested by Probation were substantially similar to those already required by that contract type (e.g., individual sessions, group sessions, family sessions, referral to treatment). The primary difference was that the services referenced in the MOU would be conducted at the designated camps while other services are conducted at the agency's sites in the community. This augmentation allowed TTC to begin providing in-camp services at Challenger Camps Jarvis and McNair as of October 31, 2011. DPH was unable to augment the Agreement with PHLA under Board delegated authority since PHLA is currently contracted to provide residential services only. Under the recommended amendment with PHLA, a nonresidential adolescent intervention services component will be added to provide substance abuse screening and counseling services. PHLA initiated informal and unfunded discussions with Probation staff by

the deadline allowing Probation to request DOJ approval to move to monitoring status regarding the substance abuse services requirements at the four Probation camps.

These services are specifically designed for youth who meet the criteria for substance abuse/dependence disorders, or have been determined by the treatment agencies' assessments as being at significant risk for such a diagnosis. Youth will participate in an individual session with an addiction counselor at least once a month to discuss progress towards treatment objectives, with an additional session available for crisis intervention if needed. During individual sessions, counselors may use curricula from the Social Learning Model and cognitive-behavioral therapies to help youth focus on making positive changes in their lives. The youth will also participate in at least three structured groups per week (with an option to reduce two groups per week based on progress towards treatment goals) using approved evidence-based curricula.

Additionally, families or caregivers of the participants will be encouraged to attend a monthly family education group to: 1) build communication skills among the youth and parents/caregivers; 2) teach resistance skills, including discussion of peer influences; 3) assist parents/caregivers in identifying indicators and triggers for substance use/relapse; and 4) assist in the reintegration of the youth to the community after release from camp and in creating an environment supportive of the youth's sobriety and participation in outpatient services. At least forty-five days prior to discharge from camp, PHLA and TTC will refer the youth to a DPH Substance Abuse Prevention and Control JJCPA service provider for outpatient services and will participate in a discharge planning meeting with the youth, family, case-carrying Probation Officer, and others to coordinate the transition from in-custody to out-of-custody services.

Approval of Recommendations 1 and 2 will allow DPH to execute amendments to two agreements with PHLA and TTC to provide substance abuse screening and counseling services and referrals to outpatient services upon discharge at the following four Probation juvenile camps: Camp Jarvis, Camp McNair, Camp Mendenhall, and Camp Munz.

Under Recommendation 3, DPH is requesting delegated authority to execute amendments to internally reallocate funds between budgets and/or increase or decrease funding up to 10 percent above or below the annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable agreement term. This delegated authority will enable DPH to amend agreements to allow for the provision of additional units of funded services that are above the service level identified in the current agreement and/or the inclusion of unreimbursed eligible costs, based on the availability of IFT from Probation. While the County is under no obligation to pay a contractor beyond what is identified in the original executed agreement, the County may determine that the contractor has provided evidence of eligible costs for qualifying contracted services and that it is in the County's best interest to increase the maximum obligation as a result of the receipt of additional grant funds or a determination that funds should be reallocated.

Implementation of Strategic Plan Goals

The recommended actions support Goal 2, Children, Family and Adult Well-Being, and Goal 4, Health and Mental Health, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total maximum obligation for these recommended amendments to provide these services for the period effective date of Board approval through June 30, 2012 is \$652,836 (\$400,000 for PHLA and \$252,836 for TTC); 100 percent offset by IFT funds.

Funding is included in DPH's fiscal year (FY) 2011-12 Final Adopted Budget and will be requested in future FYs, as necessary.

Sufficient on-going funding is also included in Probation's Residential Treatment Services Bureau FY 2011-12 budget to offset DPH charges for services.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Due to the DOJ mandate, DPH and Probation are in the process of executing a Comprehensive MOU for the provision of substance abuse services at the four Probation juvenile camps. Probation is providing \$800,000 to DPH for these services through existing contracts with PHLA and TTC, as amended under this Board action.

The recommended sole source amendments will be reviewed and approved by County Counsel prior to execution.

CONTRACTING PROCESS

While Probation has taken steps to comply with the October 31, 2011 DOJ deadline to initiate services, Board authorization is required to fully fund these substance abuse services and thereby ensure full compliance with DOJ requirements. Probation will continue to work with DOJ as required to monitor implementation of these services.

The identified providers, PHLA and TTC, were selected because of their years of experience working with Probation to meet the needs of youth who meet the criteria for substance abuse/dependence disorders, or are suspected by Probation to be at significant risk for such a diagnosis. Both agencies have a long history of working with Probation in the camps and in community based treatment services. The Comprehensive MOU specifies that these are the agencies with whom they intend to work in providing camp based services.

By February 15, 2012, DPH and Probation will determine if re-solicitation of these services can be accomplished. At issue, are other planned DPH competitive bidding actions and staffing demands within each department which may make re-solicitation of these services difficult to complete by December 2012.

Attachments A and B are the CEO approved Sole Source Checklists for the amendments with PHLA and TTC, respectively.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow DPH to execute two contract amendments with PHLA and TTC to ensure the provision of substance abuse screening and counseling services and referrals to outpatient services are provided to youth upon discharge from four Probation juvenile camps.

The Honorable Board of Supervisors

1/10/2012

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jonathan E. Fielding". The signature is fluid and cursive, with a large initial "J" and "F".

JONATHAN E. FIELDING, M.D., M.P.H.

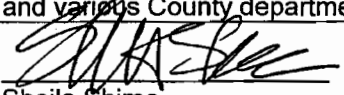
Director and Health Officer

JEF:srp

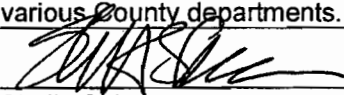
Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

SOLE SOURCE CHECKLIST
FOR
PHOENIX HOUSES OF LOS ANGELES, INC.

Check (√)	JUSTIFICATION FOR SOLE SOURCE PROCUREMENT OF SERVICES <i>Identify applicable justification and provide documentation for each checked item.</i>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
√	➤ Quick action is required. (emergency situation)
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	➤ It is most cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is the best interest of the County (e.g., administrative cost savings, too long a learning curve for a new service provider, etc.).
√	<p>➤ Other reason. Please explain: Due to time limitations, these services needed to be sole sourced with a qualified DPH Substance Abuse Prevention and Control contractor. DPH needed to select a current Adolescent Intervention, Treatment and Recovery Programs residential contractor to provide these services due to their experience working in a 24-hour service environment and providing Juvenile Justice Crime Prevention Act services for Probation. Of the possible four contractors, PHLA was selected to provide services at Munz and Mendenhall (as described herein) based on their qualifications and due to their close proximity to the service sites allowing for immediate implementation of program services.</p> <p>PHLA is located in Lake View Terrace nearest to these camps in Lake Hughes. The agency has substantial experience providing residential and outpatient substance abuse services to juvenile justice involved youth including the provision of 1) substance abuse and mental health services for in-custody juveniles in Kern County; 2) recommended or court ordered residential treatment services for juvenile probationers at their Lake View Terrace site for youth; 3) services for Probation's Juvenile Justice Crime Prevention Act Youth Substance Abuse Program; 4) in-home aftercare services for probation involved youth through the federally funded ACCESS Program, a partnership project with Probation, and 5) select evidence-based practices referenced in the Memorandum of Understanding (MOU).</p> <p>These in-custody substance abuse services (e.g., individual, group, and family sessions, assessment, discharge planning) for up to 150 youths at Camps Munz and Mendenhall will be added to the Comprehensive MOU between Probation and various County departments.</p>
	<div style="display: flex; justify-content: space-between;"> <div>  Sheila Shima Deputy Chief Executive Officer, CEO </div> <div> 12/27/11 Date </div> </div>

SOLE SOURCE CHECKLIST
FOR
TARZANA TREATMENT CENTERS, INC.

Check (√)	JUSTIFICATION FOR SOLE SOURCE PROCUREMENT OF SERVICES <i>Identify applicable justification and provide documentation for each checked item.</i>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
√	➤ Quick action is required. (emergency situation)
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	➤ It is most cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is the best interest of the County (e.g., administrative cost savings, too long a learning curve for a new service provider, etc.).
√	<p>Other reason. Please explain: Due to time limitations, these services needed to be sole sourced with a qualified DPH Substance Abuse Prevention and Control contractor. DPH needed to select a current Adolescent Intervention, Treatment, and Recovery Programs residential contractor to provide these services due to their experience working in a 24-hour service environment and providing Juvenile Justice Crime Prevention Act services for Probation. Of the possible four contractors, TTC was selected to provide services at Jarvis and McNair (as described herein) based on their qualifications and due to their close proximity to the service sites allowing for immediate implementation of program services.</p> <p>TTC is located in Lancaster just as these camps. The agency has substantial experience providing residential and outpatient substance abuse services to juvenile justice involved youth including the provision of 1) recommended or court ordered residential treatment services for juvenile probationers at their Lancaster youth site; 2) services for Probation's Juvenile Justice Crime Prevention Act Youth Substance Abuse Program; 3) Probation contracted home-based services for juvenile probationers; 4) in-custody and out-of-custody Juvenile Drug Court services at Sylmar Juvenile Hall; 5) wrap-around services a collaborative project between Probation, the Department of Mental Health, and the Department of Children and Family Services for youth with mental health and substance abuse issues, and 6) select evidence-based practices referenced in the Memorandum of Understanding (MOU).</p> <p>These in-custody substance abuse services (e.g., individual, group, and family sessions, assessment, discharge planning) for up to 150 youths at Camps Jarvis and McNair will be added to the Comprehensive MOU between Probation and various County departments.</p>
	<div style="display: flex; justify-content: space-between;"> <div>  Sheila Shima Deputy Chief Executive Officer, CEO </div> <div> 12/27/11 Date </div> </div>